Approved For Release 2000/08/2 RDPV8906180A000200010013-1

110757

MINUTES

MEDICAL STAFF CAREER SERVICE BOARD Wednesday, 24 July 1957

Present: DC/MS - Chairman C/PD - Voting Member 25X1A9a C/PCD - Voting Member . C/TSD - Voting Member Personnel Placement Officer AC/ASD - Acting Executive Secretary Secretary to C/MS - Recording Secretary

1. Minutes of Previous Meeting

The Minutes of the Medical Staff Career Service Board Meeting of 3 July 1957 were approved by the Members as written.

2. Assignments

The Acting Executive Secretary announced the following assignments were accomplished on telephonic approval of the Members:

, GS-10, to the position of Instructor, 25X1A9a Medical Technical Fields;

ъ. , GS-9, to the position of Physical Require-25X1A9a ments Officer; and

Jr., GS-10, to the position of Medical 25X1A9a arehouse, on an interim basis 25X1A6a Technician (Supply) at the

3. Promotions

25X1A9a GS-9, Medical Technician. DC/MS informed the Board that, as a result of Career Service Board decision of 14 June 1957 25X1A9a supervisor, was notified that the Competitive 25X1A9a Evaluation Panel had rated him No. 1 of all SD:SM Medical Technician Personnel in Grade GS-9 and requested recommendation with regard to The Acting Executive Secretary reviewed the 25X1A9a promotion of reply to this request in which promotion was recommended to GS-11. However, in keeping with Medical Staff policy of one grade promotions, the Acting Executive Secretary recommended promotion to GS-10. The Board Members approved this recommendation.

, GS-9, Instructor (Medical Technical Fields). 25X1A9a The Acting Executive Secretary re-introduced C/PCD's recommendation for to GS-11 which was deferred by the Board at its 25X1A9a

TYPE -__ REV CLASS --edie comp AUTHI HR 10-2

Approved For Release 2000/08/21 : CIARDP78-06180/4000/200010013-1

meeting of 29 May 1957. It was also noted that, in order to accomplish this promotion, would have to be transferred to the position of Medical Technical Assistant, PCD. The Acting Executive Secretary recommended concurrent transfer to this position and promotion to GS-10 in keeping with Medical Staff policy. C/PCD re-emphasized his desire for promotion of to GS-11 rather than GS-10; however, the other Members felt that the one-step policy should apply in this case as it has to most other cases. After discussion of this matter, the Members unanimously approved the transfer and promotion to GS-10.

25X1A9a c. GS-6, Medical Technician. The Acting Executive Secretary reviewed a request, initiated by From GS-6 to GS-7. The Acting Executive Secretary recommended approval of promotion to GS-7; the Board Members concurred in this recommendation.

25X1A9a

d. Executive Secretary presented a recommendation from C/PD for promotion of the commendation was approved by the Members.

4. Request for Transfer Within the Agency

The Acting Executive Secretary reviewed a request dated 7 May 1957

25X1A9a from GS-5, Secretary-Stenographer, for permission to seek employment with another component of the Agency. The Acting Executive Secretary recommended the Career Service Board concur in this request subject to the assignment of a replacement before transfer is accomplished; the Board Members approved this recommendation and will be 25X1A9 referred to the Personnel Placement Officer who will initiate appropriate action.

5. Review of Fitness Reports

a. The Acting Executive Secretary reviewed in detail Fitness Reports recently received on the following personnel:

25X1A9a La Technician ical Technician Medical Technician

b. Receipt of Fitness Reports on the following personnel was noted:

25X1A9a

S-7, Nurse

-5, Secretary-Stenographer

S-5, Secretary-Stenographer

GS-5, Clerk

Approved For Release 2000/08/21: CIA-RDP78-0 200010013-1

6. Request for Extension

25X1A9a

The Acting Executive Secretary introduced the subject of request for extension of his tour of duty at 110m 25X1A6a April 1958 to 15 June 1959. This matter had been deferred pending

25X1A9a

return of C/PCD from TDY during which the matter was discussed with Dr. supervisor. C/PCD reported that this request was based on the fact that the Subject's wife wished to complete a full twoyear tour in a position to which she had recently transferred and that

25X1A9a

25X1A9a

had concurred in the request for extension also on this basis. The Acting Executive Secretary recommended limited tour be extended 25X1/ until 15 July 1958, as he felt other Medical Staff personnel should be afforded the opportunity for experience in operational activities provided by this assignment. This action would also enable | 25X1A9 to complete a two-year tour of overseas duty and their children to complete a full school year. The Board Members concurred in this recommendation.

7. Letter of Appreciation

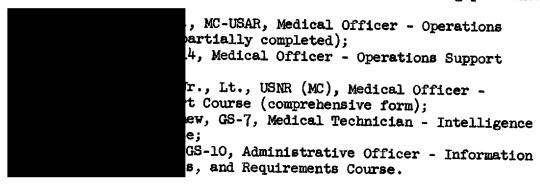
The Acting Executive Secretary reviewed a memorandum from the Chief, Near East and Africa Division. expressing appreciation for services rendered by USPHS, Medical Officer.

25X1A9a

8. Review of Training Evaluation Reports

C/PCD reviewed Training Evaluation Reports on the following personnel:

25X1A9a



MS/mam

Distribution:

Orig - C/MS

- 1 DC/MS
- 1 C/PD
- 1 C/PCD
- 1 C/TSD
- 1 DC/ASD